

**STATE OF CALIFORNIA
OFFICE OF THE ADJUTANT GENERAL
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P.O. Box 214405
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**CAL ARNG Regulation
No. 37-8**

25 September 1991

**Financial Administration
REIMBURSEMENT PROGRAM AND DEFENSE
REGIONAL INTER-SERVICE SUPPORT (DRIS) PROGRAM**

SECTION	PARAGRAPH
I. GENERAL	1-3
II. REFERENCES	4
III. POLICY	5-6
IV. RESPONSIBILITIES	7-11
V. PROCEDURES	12-13

APPENDICES:

- A - Part I - Definitions**
 - Part II - Support Category Codes**
- B - Support Agreement**
 - Attachment of Specific Provisions to Support Agreement**
 - Cost Comparison for Support Agreement**
 - Letter of Requirements**
- C - Computation Worksheet for Cost Estimates**
- D - Letter of Authority**
- E - Military Interdepartmental Purchase Request**

***This regulation supersedes CAL ARNGR 37-8 dated 1 February 1991.**

SECTION I - GENERAL

1. **PURPOSE.** To provide basic policy and procedures for the operation of inter (intra) service, interdepartmental, and interagency support of the Defense Regional Interservice Support (DRIS) Program within the California Army National Guard.
2. **SCOPE.** This regulation applies to all activities of the California Army National Guard to which interservice support (between DoD agencies) can benefit either the California National Guard or the Federal Government through elimination of duplication of services or support.
3. **DEFINITIONS.** Definitions for terms contained in this and other DRIS publications are contained in Appendix A (Part I).

SECTION II - REFERENCES

4. REFERENCES.

- a. DoD 4000.19-R, "Defense Regional Interservice Support (DRIS) Regulation."
- b. AR 5-9, "Interservice Support Installation Area Coordination."
- c. AR 5-16, "Army Supplement to DRIS Regulation (DoD 4000.19-R)."
- d. CAL ARNG Reg 37-2, "Administration and Approval of Interservice and Interdepartmental Support Agreement or Contract."
- e. NGR 130-6/ANGR 11-02, "United States Property and Fiscal Office Appointment, Duties, and Responsibilities."

SECTION III - POLICY

5. **AGGRESSIVE UTILIZATION.** Each activity should pursue aggressive utilization of interservice, intraservice support, to promote effectiveness and reduce cost within the government. Activities should take action to achieve more economical operations by means of support agreements, provided that such action does not result in significant degradation of mission readiness.

6. SEEKING INTERSERVICE SUPPORT.

a. There are various circumstances that may cause activities to seek support either as a provider or receiver. For example:

- (1) Addition of a new function.
- (2) Changes in mission requirements.
- (3) Circumstances that eliminate the source of support (such as contractor default, fire, flood, and reduction or withdrawal of supplier's capability).
- (4) The realization that identical functions are being performed by nearby DoD activities.
- (5) New units moving into the same area on base or adjacent to the existing base.

(6) A requirement to construct new facilities or to shift occupancy from leased facilities to government-owned facilities.

(7) Improved economy of operation.

(8) Reduced resources.

b. Faced with one or more of the foregoing situations, an activity seeking an alternative source of support may select one or more of the following alternatives:

(1) In-house performance of the function involved.

(2) Support agreements for accomplishment of the function by other DoD Components or federal agencies when the support is in excess of two years, not to exceed six years.

(3) Contract performance.

c. If interservice support is the most cost-effective alternative, the activity seeking support shall commence negotiations with prospective suppliers. A draft support agreement or letter of requirements (see Appendix B) shall be initiated by the receiving activity and submitted through the DRIS manager (CAUS-DM) to the supplying activity.

(1) Negotiations: Support agreements will be negotiated and executed at the lowest practical level of command and obtained from the nearest installation or supporting activity which has the capability with the most economical means. The purpose of a support agreement is to clearly state the accord which has been reached between the receiver and supplier, especially the responsibility assumed by each. All support agreements will be specific with respect to resources to be provided by both the supplying and receiving activities.

Negotiations should be directed toward dollar savings as well as material savings where applicable. Disagreements or refusals to provide support which cannot be resolved at local level will be fully documented and forwarded to higher headquarters for assistance or resolution.

(2) Categories of Support: All categories of support will be included in interservice support agreements and will be annotated to indicate whether each specific category is or is not reimbursable; i.e., common service, reimbursable, nonreimbursable. Such annotations will be included in the "Attachment of Specific Provisions" or annexes to the Support Agreement. See Part II of Appendix A for types and category codes of support offered or received.

(3) For the purpose of sharing resources between DoD agencies for less than two years, a Memorandum of Agreement (MOA) may act as documentation of services agreed to by both the supplier and receiver. For those services which require reimbursement, the funding procedures outlined in paragraph 13 of this regulation will apply.

d. The final decision to furnish support is the responsibility of the activity commander and fund manager involved, subject to direction provided by the respective headquarters.

e. Support will be provided consistent with the capabilities and resources of the supply activity.

f. Support provided will not be changed, reduced or terminated without consulting the receiver.

SECTION IV - RESPONSIBILITIES

7. **RECEIVER REPRESENTATIVE.** The receiver (the activity seeking support) can initiate negotiations direct with the supplier or through the DRIS Manager, however once negotiations commence, the DRIS Manager needs to be notified to ensure accurate completion of the Support Agreement (DD Form 1144). The following will be accomplished during this process:

- a. Review the DD Form 1144 (with Specific Provisions) to ensure proper representation of requested support.
- b. When necessary (support under a reimbursable basis), coordinate with the appropriate fund manager (see Chart of Fiscal Accounts) to program and budget reimbursable funds.
- c. Inventory and/or acknowledge receipt of supplies or services.
- d. Promptly forward all bills associated with the support to United States Property and Fiscal Office for California, ATTN: CAUS-BF-R, P.O. Box 8104, San Luis Obispo, CA 93403-8104.
- e. Reference existing Support Agreement on the DD Form 448, Military Interdepartmental Purchase Request (MIPR), (See Section V for further details).
- f. Forward all documents through the DRIS Manager, Office of the Adjutant General, ATTN: CAUS-DM, P.O. Box 214405, Sacramento, CA 95821-0405.

8. **SUPPLIER REPRESENTATIVE.** The supplier representative has decision making authority for agreeing or not agreeing to a proposed request. The following actions will be considered during the above process:

- a. Review categories of support requested by receiving activity to determine support capability.
- b. Assist the DRIS Manager in cost analysis to determine whether the requested support will result in an overall savings to the Federal Government.
- c. Review the Support Agreement (DD Form 1144). The DRIS Manager will prepare the DD 1144, however, the representative needs to ensure accuracy of the document.
- d. Furnish or advise the DRIS Manager of new or updated costs of services (see Appendix C).
- e. Maintain copies of approved support agreements pertinent to their functional area.
- f. Provide documentation for billing purposes (copies of work request, requisitions, letters, fuel issue slips, etc.) to the USPFO Accounting Officer (CAUS-AC) as soon as support is provided/issued.

9. **DRIS Manager:** The DRIS Manager will provide technical assistance to all Army National Guard activities within the state; and serve as the single point of contact for Intra/Inter Service Support. The DRIS Manager has responsibility for the following:

- a. Ensuring the successful execution of all support agreements.
- b. Prepares staff studies, and determines the most economical provider of the services.

- c. Ensures the support agreement reflects support provided or received, by updating agreements or terminating agreements when necessary.
- d. Assigns agreement numbers and maintains a complete inventory of all agreements, both current and proposed.
- e. Canvass program directors for support or services which can be provided or received to ensure aggressive utilization of the DRIS program.
- f. Ensures the billing process, whether it is "our money" or "their money", transpires on a timely basis.

10. Program Director.

a. The following Program Directors (designated by office symbol) are responsible for the units/activities cited:

(1) CAMN

- State Maintenance Office
- All OMS's
- CSMS
 - Long Beach
 - Stockton
- MATES
 - Camp Roberts
 - Ft Irwin

(2) CAAO

- State Aviation Office
- Flight Facilities
 - Sacramento
 - Stockton
 - Fresno
 - Los Alamitos
- AVCRAD
- Los Alamitos Airfield

(3) CALG

- State Logistics Office
- All Field Units
 - 40th ID (M)
 - 115th ASG
 - 49th MP Bde
 - 175th MED Bde
 - Troop CMD
 - STARC Units

(4) CAUS

- United States Property & Fiscal Office
- Logistics Division
- Procurement Division

25 September 1991

CAL ARNGR 37-8

- Comptroller Division
- Data Processing Division
- Analysis/Internal Review Division

(5) CAAD-TS

- Los Alamitos AFRC
- Camp San Luis Obispo
- Camp Roberts

(6) CAMP

- Military Personnel Office

(7) CAOT

- Organization and Training Office

(8) CAPO

- Plans and Operations Office

(9) CAFE

- Facilities and Engineering Office

(10) CASP

- Support Personnel Management Office

(11) CASS

- State Personnel Office

(12) CAST

- State Comptroller Office

(13) CARM-SE

- Safty and Environmental Program Office

b. The Program Director will appoint a point of contact (POC) within their directorate, if other than themselves, who will coordinate the support to be provided or received. The only exception to this is the CAAD-TS, of which, the Post Commander of each training site will appoint a POC within their staff, if other than themselves, who will coordinate support.

c. The Program Director, or the designated representative, will assist the DRIS Manager with research material for required staff studies.

d. The Program Director should accomplish the computation worksheet (see Appendix C) in order to determine a cost savings as a receiver; or a cost estimate as a supplier.

e. Depending on need of getting or giving services, the Program Directors will assume responsibilities of the Receiver/ Supplier Representative.

11. **Accounting Officer.** The USPFO Accounting Officer (CAUS-AC) is responsible for administering the funding process.

SECTION V - PROCEDURES

12. AGREEMENT PROCEDURES.

- a. On mutual determination that interservice support is the most economical or efficient means of obtaining the required support, and that support is available, the activities concerned shall enter into a Interservice Support Agreement (ISA). Negotiations shall be directed towards dollar savings, reduction in personnel spaces, and material savings where applicable.
- b. To request a support agreement, a draft Support Agreement (DD 1144) or a Letter of Requirements, can be utilized (See Appendix B).
- c. When support is to be provided on a recurring basis (2-6 years), a DD 1144 shall be completed by the DRIS Manager on behalf of the California Army National Guard; or the Interservice Support Coordinator (ISC) of the other agency if they are providing support. In those areas for which payment is required, the receiving activity shall furnish the supplying activity funding authorization through the use of a DD 448, Military Interdepartmental Purchase Request (MIPR).
- d. Any verbal agreements or written Memorandum of Agreement/Understanding shall be implemented in a formal support agreement (DD 1144) as soon as practical if the support is to be of a recurring or continuing nature.
- e. When a receiver activity is providing support to the installation on which it is housed, or to another receiver, a separate agreement shall be negotiated identifying the receiver as the supplying activity.
- f. When there is a possibility of making a support agreement, but local resources to carry out the agreement are not available, the details shall be brought to the attention of the DRIS Manager for study and possible resource allocation. Program Directors shall document thoroughly such special situations with supporting data.
- g. The DD Form 1144 is the authenticating document and coversheet attached to the detailed arrangements negotiated between the two parties for each functional area of support involved in the ISA. The "details" would be under separate annexes to the support agreement or included in the "Attachment of Specific Provisions", (an example of a completed DD Form 1144 is in Appendix B). The DRIS Manager shall determine if requested support shall be consolidated with an existing ISA of the same activity. This determination shall be based on the type of support requested, and the activity. When completed, the DD Form 1144 includes a summary of the savings and costs to the federal government resulting from the agreement.
- h. Agreements will be prepared by the DRIS Manager who will circulate the ISA for review and staffing as necessary. Each agreement will include the following:
 - (1) Supplying and receiving activity, to include DODAAC and major command code.
 - (2) A summary of support required.
 - (3) A clear definition of the terms and conditions of the agreement.
 - (4) A cost analysis to reflect either budget savings or cost avoidance.

(5) Once staffed, the appropriate approval signatures. Each ISA will be reviewed by the State Judge Advocate prior to final approval. This review will be noted in block 10 (remarks). The USPFO or Deputy USPFO will sign the DD 1144 on the behalf of California National Guard. Prior to his signature, the document will be staffed among all involved parties. Copies of the finalized agreement will be forwarded to the appropriate directorate.

13. FUNDING PROCEDURES.

a. Financial reimbursement documents are initiated or accepted only by the USPFO Accounting Officer.

b. Funding for reimbursable support will be through the use of MIPR's or memorandums:

(1) DD Form 448, Military Interdepartmental Purchase Request (MIPR). This form is used for procurement of supplies and services from one DoD component to another, and within the Department of the Army.

(2) Letter of Authority (LOA). Used when a MIPR will not be accepted by the supplier (See Appendix D).

c. For the purpose of a one-time support service, (duration less than two years) one of the above may be used solely or in conjunction with a Memorandum of Agreement.

d. In the case of receiving services, release of funds will not take place without prior approval from the responsible CAL ARNG Financial Fund Manager/Program Director. A memorandum requesting release of funds for a designated need should be sent to the Fund Manager (identified in the Chart of Fiscal Accounts) with a copy furnished to the DRIS Manager (CAUS-DM).

e. California National Guard supplier representatives must provide documentation for billing purposes to USPFO, Attn: CAUS- AC as soon as support is provided. A letter of transmittal will be used requesting a bill be prepared for attached documents. The letter must also identify the receiver to be billed and reference the MIPR number if one exists.

f. With the California National Guard as a receiver and reimbursement is required, the receiver representative will complete billing information on the MIPR funding document (See Appendix E):

(1) Block 1. Page. Enter total number of pages that make up the MIPR.

(2) Block 4. Date Prepared. Self explanatory.

(3) Block 6. Amend No. If this is a first time request, enter original, for each subsequent change enter the number, i.e. change two would be 2.

(4) Block 7. To. Enter the Comptroller or Budget Office address of the installation providing support. An AUTOVON number for this office should be enter in this block.

(5) Block 8. From. Enter USPFO for California, ATTN: CAUS-BF-R, PO Box 8104, San Luis Obispo, CA 93403-8104, (AV 878-9327).

25 September 1991

CAL ARNGR 37-8

(6) Block 9. Description and Estimated Total Price (9b and 9f) are the two major blocks which need to be filled out. If you have information on blocks 9c-e please enter. In the description block (9b) see the sample in Appendix E for required additional remarks. Please ensure a POC from the supplying activity and the UIC of your (receiver's) activity is entered.

(7) Block 11. Grand Total. Enter the summation of items in block 9f.

(8) Block 13. Enter "block 8."

(9) Any blocks not mentioned are to be left blank for completion by the DRIS Manager (CAUS-DM) who will forward the MIPR to the appropriate comptroller offices involved.

APPENDIX A

PART I

DEFINITIONS

- a. **Administrative Support.** This encompasses support such as, mail pick-up, fire protection, safety, comptroller services and transportation service, e.g., Transportation Requests, PCS information.
- b. **Direct Costs.** Those expenses which can directly be identified with support of a specific supply or service. These costs could include labor, material/supplies, POL and minor construction.
- c. **Interservice Support Coordinator (ISC).** The representative of an agency who serves as the single point of contact for that agency on policy and coordination for the support program. Also known as the Defense Regional Interservice Support (DRIS) Manager.
- d. **Interservice Support.** Support provided from one DoD Component to another Federal department/agency or subdivision, e.g., ARNG-U.S. Navy.
- e. **Intraservice Support.** Support provided from one activity to another activity or element within the same DOD component, e.g., ARNG - U.S. Army.
- f. **Memorandum of AGREEMENT (MOA).** The documentation of mutually agreed to statement of facts, intentions, procedures, and parameters for future actions and matters of coordination. MOA should be referenced in ISA, or attached if its for service beyond two (2) years.
- g. **Net, Additional Costs.** The gross additional cost of support furnished, less the value of resources provided by the tenant.
- h. **Non-reimbursable Support.** Support performed for which payment is not required.
- i. **Receiver.** Unit or activity which obtains support from another activity.
- j. **Reimbursable Support.** Support provided for which reimbursement is required from the activity receiving the support.
- k. **Supplier.** The unit or activity providing the services and facilities to another activity.
- l. **Supplier Representative.** Responsible individual (POC) of supplying activity who will coordinate the support to be provided.
- m. **Attachment of Specific Provisions.** It will be used to clearly define the terms and conditions of the agreement and be attached to the DD 1144.

APPENDIX A

PART II

SUPPORT CATEGORY CODES

ADMINISTRATIVE SUPPORT

AA COMPUTER & DATA PROCESSING
 AB FINANCE & ACCOUNTING
 AC CIVILIAN PERSONNEL SERVICES
 AD LEGAL
 AE MAIL PICKUP & DELIVERY
 AF CUSTADIAL
 AG PURCHASING/CONTRACTING
 AH FIRE PROTECTION
 AI POLICE SERVICES
 AJ HOUSING/LODGING
 AK LAUNDRY/DRY CLEANING
 AL HEALTH SERVICES
 AM FOOD SERVICE
 AN STORAGE/WAREHOUSING
 AO TRANSPORTATION
 AP UTILITIES
 AQ MORTUARY SERVICES
 AR STEVEDORING
 AS CALIBRATION OF PRECISION
 INSTRUMENTS
 AT TERMINAL OPERATIONS
 AU ADMINISTRATIVE OFFICE SPACE
 AV EDUCATION SERVICES
 AW REAL PROPERTY MAINTENANCE
 AX DISPOSAL SERVICES
 AY ADMINISTRATIVE SERVICES
 AZ INFORMATION SERVICES
 BA CHAPLAIN/RELIGIOUS SERVICES
 BB SAFETY
 BC COMMUNICATION SERVICES
 BD COMMUNITY SERVICES
 BE LOGISTIC AIR SUPPORT
 BF MILITARY PERSONNEL SERVICES
 BG SOCIAL ACTIONS
 BH SEARCH AND RESCUE
 BI TEST & EVALUATION
 BJ WEATHER SERVICE
 BK AERIAL PHOTOGRAPHY
 BL GEODETIC SUPPORT
 BM ENTOMOLOGY SERVICES
 BN ICE & SNOW REMOVAL
 BO ENVIRONMENTAL QUALITY CONTROL
 BP AIRFIELD OPERATION
 BQ MICROGRAPHIC SERVICES
 BR TRAINING
 BS SUBSISTENCE

ADMINISTRATIVE SUPPORT - CONTINUED

BT REAL PROPERTY RENTALS
 BU EXPENDABLE & GENERAL SUPPLIES
 BV PRINTING & REPRODUCTION
 BW DISASTER PREPAREDNESS
 BX SPECIALIZED INFORMATION SERVICES
 ACQUISITION
 BY OCCUPATIONAL/INDUSTRIAL HEALTH SERVICES

SUPPLY & MAINTENANCE SUPPORTSUPPLYMAINTENANCE

SA AIRCRAFT	MA
SB AIRCRAFT ENGINES	MB
SC AMMUNITION	MC
SD ORDNANCE EQUIPMENT & COMPONENTS	MD
SE CLOTHING & TEXTILES	ME
SF COMMUNICATION EQUIPMENT & COMPONENTS	MF
SG VEHICLES - COMMERCIAL & MILITARY	MG
SH VEHICULAR EQUIPMENT & COMPONENTS	MH
SI CONSTRUCTION EQUIPMENT & COMPONENTS	MI
SJ MATERIALS HANDLING EQUIPMENT & COMPONENTS	MJ
SK FIRE FIGHTING EQUIPMENT & COMPONENTS	MK
SL ELECTRICAL EQUIPMENT & COMPONENTS	ML
SM ELECTRONIC EQUIPMENT & COMPONENTS	MM
SN HOUSING & OFFICE APPLIANCES, EQUIPMENT & FURNITURE	MN
SO MEDICAL/DENTAL EQUIPMENT & COMPONENTS	MO
SP MISSILES	MP
SQ MISSILE EQUIPMENT & COMPONENTS	MQ
SR PARACHUTES	MR
SS PHOTOGRAPHIC EQUIPMENT & COMPONENTS	MS
ST PETROLEUM, OILS, LUBRICANTS & CHEMICALS	MT
SU RAILWAY EQUIPMENT & COMPONENTS	MU
SV SHIPS & VESSELS	MV
SX LIFE SUPPORT EQUIPMENT	MX
SY AUDIOVISUAL SERVICES	SY
SZ INDUSTRIAL PLANT EQUIPMENT	MZ

Source: Defense Retail Interservice Support (DRIS)

Dod 4000.19-R, March 1984

APPENDIX A (cont)

PART II

The following definitions of support categories are not intended to be all inclusive, but are provided as a general description of the support category involved. Actual support to be provided will depend upon the capabilities of the supplier and the requirements of the receiver and shall be subject to negotiation on a case-by-case basis. These are the only category codes authorized for use in the DRIS program.

CATEGORY CODE

AA - Computer and Data Processing. Provision of automated data processing (ADP) services, including determination of the feasibility and methods of automation for approved data automation requirements by the supplier's ADP policy official or his designated representative, which may include systems analysis, systems design, development and maintenance of computer programs, and operation and maintenance of automated data processing systems in accordance with the supplier's ADP management directives.

AB - Finance and Accounting Services. Accounting and finance operations including fund accounting, expense accounting, reimbursement accounting, expenditure accounting, working funds accounting, payroll and leave accounting, computation and examination of vouchers including travel claims and commercial invoices, disbursing, financial reporting and the development of systems and procedures to accomplish these functions.

AC - Civilian Personnel Services. Provide services that include employment, placement, classification, employee and management services, labor and management relations, personnel management and evaluation, personnel records maintenance (including automated systems), employee services, equal employment opportunity, grievances and appeals processing, career management program (including employee development and training), and incentive programs. Includes services for local national employees.

AD - Legal Services. Provision of advice and services on all legal matters pertaining to legal assistance, military justice, initial claims processing, property utilization, award and execution of procurement contracts, personnel matters, including conflict of interest, standards of conduct, grievance hearings and reviews, and the like.

AE - Mail Pickup and Delivery. Acceptance, sorting, routing, and delivery of incoming and outgoing official and personal mail when not otherwise provided by the United States Postal Service. The term acceptance includes financial services for personal mail if available.

AF - Custodial Services. Provide janitorial services other than cleanup of work areas in shops and warehouses. May include cost of all common janitorial supplies and equipment. The provision of cleaning services for administrative office space and common service areas of buildings. When receiver's facilities are being used outside the school for such community activities as Adult Education and Boy or Girl Scouts, the reimbursable charges shall be reduced accordingly. The amount is to be negotiated between receiver and supplier.

AG - Purchasing and Contracting. Provide for the procurement of property and services for a price. May also include the termination actions in the disposition of operating supplies and equipment for another departments or contractual source. Includes regional and local procurement of supplies and services, procurement planning, and purchasing operations.

APPENDIX A (cont)

PART II

AH - Fire Protection. Operation of a fire prevention and protection program for an installation, including the actual fire fighting equipment.

AI - Police Services. Provide protection for installations and resources, maintain law an order (including enforcement of traffic laws, accident investigation, and criminal investigations). Ensure protective standards for weapons, funds, and high value resources are applied and maintained. Provide confinement and detention facilities and services, as appropriate.

AJ - Housing and Lodging. Provide family housing support and housing referral services to authorized personnel and Bachelor Officer Quarters and Bachelor Enlisted Quarters accommodations for unmarried and unaccompanied personnel.

AK - Laundry and Dry Cleaning. Provide for CA-type laundry or dry cleaning service.

AL - Health Services. Administration of a health program. Includes, but is not limited to, the furnishing of impatient and outpatient treatment, medical, dental, nursing, veterinary, and other professional services, and medical support.

AM - Food Service. Provision, preparation, and serving of food to authorized personnel. Includes, inflight box meals and meals to be consumed elsewhere.

AN - Storage and Warehousing. Provision of space or services related to the management of technical or nontechnical commodities, materiel, and equipment. Includes all operations from receipt of materiel and equipment into storage, to issue and shipment of items from storage.

AO - Transportation. Provision of transportation and traffic management services related to commercial or government-owned transportation of personnel and materiel, including shipment planning of cargo, packing and crating, port clearance, scheduling movement of both personnel and personal property, processing of transportation documents, and provision of other transportation services related to inbound and outbound movements.

AP - Utilities. Provide for the procurement, production, and distribution of utilities including water systems, sewage systems, electric systems, boiler plants, heating systems, cold storage plants, air-conditioning plants, and other purchased utility services.

AQ - Mortuary Services. Provide for the performance of all logistics functions incident to the recovery, identification, care, and disposition of deceased personnel.

AR - Stevedoring. Provision of services for loading and unloading water-borne vessels.

AS - Calibration of Precision Measuring Equipment. Provision of inspection, maintenance, repair, calibration, and certification of precision instruments, precision measurement equipment (PME), and test measurement and diagnostic equipment (TMDE) to ensure performance at established standards.

APPENDIX A (cont)

PART II

AT - Terminal Operations. Provide for the loading and unloading of aircraft, ships, and land transportation conveyances, including port packing, container stuffing and unstuffing, and all other services normally involved in moving cargo through terminals. Provide intransit processing including documentation to cargo and passengers.

AU - Administrative Office Space. Provision of space assigned to a particular office or organization for office administrative or operational purposes. Excluded are areas assigned for storage and warehousing purposes (covered under support category code AN) and those costs related to utilities, custodial, special equipment, and the like, that are included in other support categories.

AV - Education Services. Provide for assistance rendered to personnel in selecting, planning, preparing and coordinating programs, courses, curricula, and instructions for off-duty education that are or will be related directly to the performance of official duties. Provide academic and technical or occupational educational opportunities to all military personnel assigned to or supported by the installation. Provide orientation and guidance to the receiver's education services Officer. Includes educational services to adult dependents of military of DoD civilian personnel serving at duty stations outside CONUS. Individual tuition assistance as authorized by appropriate Military Service regulatory documents normally is funded by the member's Military Service branch.

AW - Real Property Maintenance. Provide the maintenance, repair, and minor construction or alteration of real property, including, as appropriate, buildings, installed equipment, miscellaneous structures, roads and grounds, railroads, surfaced areas, and other real property.

AX - Refuse Collection and Disposal. The provision of services for collection and disposal of trash and waste materials by in-house or contractor services. Also includes use of destruction facilities and incinerators for disposal of waste materials. Excludes disposal services provided by the Defense Property Disposal Offices (DPDOs).

AY - Administrative Services. Provide noncombat support to other organizations in the areas of administrative orders, records management, personnel locator, classified document control and handling, forms and publications, duplicating and copying service (including contract), Armed Forces Courier Service (ARFCOS) support for incoming and outgoing containers, operation of Administrative Communications Distribution Center, operation of the official mail distribution system, and maintenance of a publications reference library.

AZ - Public Affairs. Activities aimed toward responding directly or through news media to the general public's right and need to know how the DoD Components accomplish assigned tasks and missions; includes public information, community relations, history reports, internal (troop) information and security review activities. This includes Armed Forces Radio and Television Service.

BA - Chaplain and Religious Services. Provide comprehensive pastoral ministry, including opportunities for worship, religious rites, pastoral visits, spiritual counseling and religious education.

BB - Safety. Administration of a safety program. Includes identification of special personal protective equipment needed by the receiver, and cost of safety educational and promotional materials generated by the supplier.

APPENDIX A (cont)

PART II

BC - Communication Services. Common-use and joint-use communications facilities (AUTOVON and AUTODIN) provided on a nonreimbursable basis. Telephone equipment and services, excluding telephone toll calls, shall be provided as nonreimbursable at those locations when the supplier is serviced by a government-owned telephone exchange. Equipment, service charges and toll calls shall be reimbursed to the host at locations when the telephone exchange is commercially leased. Also, the leasing of equipment and lines, purchase of authorized communications equipment, and administrative costs related directly thereto, are reimbursable. Special communications- electronics equipment services dedicated to the tenant mission shall be provided on a reimbursable basis.

BD - Community Services. Provide community facilities and services including aero and audio clubs, arts and crafts centers, commissary and exchange services, libraries, officer, NCO and enlisted clubs, sports facilities and programs, theaters, and youth activity programs.

BE - Logistic Air Support. Provide support by air landing or air drop including air supply, movement of personnel, evacuation of casualties and prisoners of war, and recovery of designated resources.

BF - Military Personnel Services. Provide services that include, but are not limited to, personal affairs, testing of individuals, social security, processing of identification cards, passports, status of forces stamps, line-of-duty investigation reports, casualty assistance reporting, and noncombatant evacuation operation (NEO).

BG - Social Actions. Provide services, assistance, or training to civilian and military personnel, on matters pertaining to alcohol and drug abuse, equal opportunity, equal employment opportunity, and human relations.

BH - Search and Rescue. Provision of aircraft, surface craft, submarines, specialized rescue teams, and equipment to search for and rescue personnel in distress on land or at sea.

BI - Test and Evaluation. The process of testing items of materiel, systems, or technique under simulated or actual operational conditions to determine whether the specific military requirements or characteristics are satisfied. Testing may be conducted by using laboratories, test ranges, or such other facilities as may be available. Includes the use of test facilities.

BJ - Weather Service. Provide for the collection and dissemination of aerospace environmental data in such a manner that it becomes a principal source of such information for a given area.

BK - Aerial Photography. Provision of photographs taken from the air.

BL - Geodetic Support. Provision of aeronautical charts, maps, flights information publications, and associated air navigation materials used in planning and conducting of air and ground operations.

BM - Entomology Services. Provision of abatement and control measures directed against insects, rodents, weeds, fungi, and other animals or plants that are determined to be undesirables, including, but not limited to, routine treatment of grounds, buildings, equipment, supplies, aircraft, and other common carriers, as necessary.

APPENDIX A (cont)

PART II

BN - Ice and Snow Removal. Provide for ice and snow removal and disposal.

BO - Environmental Quality Control. Provide the administration of programs for the control of air, water, noise, hazardous material, and other forms of pollution, including resource recovery and energy conservation programs.

BP - Airfield Operations. Manage airfield facilities. Provide service for preflight planning and flight plan processing. Develop procedures for air and ground control of all aircraft traffic operating within the airport traffic area.

BQ - Micrographic Services. Document miniaturization by microfilming, producing microform formats on which images of information of any sort has been recorded. Includes roll film, microfiche, microfiche jackets, and aperture cards. Computer output microfilm (COM), a high-speed method of converting digital data to microform, is also included.

BR - Training. Provision of training to personnel in planned, prepared, and coordinated programs, courses, curriculums, and instructions that are or will be directly related to the performance of official duties. Includes use of ranges (that is, rifle ranges, degaussing or deperming ranges, and target ranges).

BS - Subsistence. Provision of basic food supplies to support feeding activities.

BT - Real Property Rentals. Provide for rental or lease of real property. Includes rental equivalents for DoD space as well as reimbursements for special services provided by the DoD host or for special services (one-time or recurring reimbursable) not a part of the standard level user charge (SLUC) payment made to the General Services Administration. Excludes rentals for the use of real property made incidental to the service contract or similar type agreement.

BU - Expendable and General Supplies. Provision of any common, generally expendable, nontechnical commodity, materiel or equipment, such as administrative office and housekeeping supplies, duplicating paper, common electrical, hardware and plumbing supplies, building materials, paints, and tools.

BV - Printing and Reproduction. Provide for the operation of centralized printing and duplicating facilities. Includes cost of supplies used.

BW - Disaster Preparedness. Provide for the full disaster preparedness and response for support, including training and equipage. Provide or program for emergency wartime operation, including shelter spaces, shelter supplies, or radiation of chemical monitoring equipment.

BX - Specialized Information and Services Acquisition. Provision of information, products, and services of specialized nature, other than base support, not identified in other categories. Includes technical library and reference services, interpreting and translating, cataloging, research, development, test, evaluation, and studies pertaining to a field of knowledge or areas of analysis and interest. Examples of deliverables are books, catalogs, directives, documents, films, instruction, microfilms, periodicals, publications, reports, and tapes.

BY - Occupational and Industrial Health Services. Provide for conduct of a worker and work place, specific health screening program, and industrial hygiene surveillance of the occupational environment.

APPENDIX A (cont)

PART II

SUPPLY SUPPORT
CATEGORY CODEMAINTENANCE SUPPORT
CATEGORY CODE

SA	Aircraft. Provide for the supply, maintenance and repair of aircraft and associated equipment. Includes armament, electronic and communication equipment, engines and any other equipment that is an integral part of an aircraft.	MA
SB	Aircraft Engines. Provide for the supply, maintenance and repair of aircraft engines that are not an integral part of the aircraft.	MB
SC	Ammunition. Provide for the supply, maintenance and repair of devices charged with explosives, propellants, pyrotechnics, initiating composition of nuclear, biological or chemical material for use in connection with defense or offense including demolitions, ceremonial or nonoperational purposes.	MC
SD	Ordinance Equipment and Components. Provide for the supply, maintenance and repair of equipment and services that relate to the manufacture of ordinance supplies, such as military weapons, ammunition, explosives, combat vehicles and battle material, collectively. Also, included are ordinance-related maintenance tools and equipment and explosives ordinance disposal services.	MD
SE	Clothing and Textiles. Provide for the supply, maintenance and repair of organizational clothing, equipment, foot-wear and other material suitable for wearing.	ME
SF	Communication Equipment and Components. Provide for the supply, maintenance and repair of telecommunication equipment and their components.	
SG	Vehicles - Commercial and Military. Provide for the supply, maintenance and repair of commercial or military design motor vehicles. Includes all equipment that is an integral part of the vehicle.	MG

APPENDIX A (cont)

PART II

SUPPLY SUPPORT
CATEGORY CODEMAINTENANCE SUPPORT
CATEGORY CODE

SH	Vehicular Equipment and Components. Provide for the supply, maintenance and repair of equipment related to commercial and military vehicles when they are not an integral part of a vehicle.	MH
SI	Construction Equipment and Components. Provide for the supply, maintenance and repair of general or special purpose construction equipment and their components.	MI
SJ	Material-Handling Equipment and Components. Provide for the supply, maintenance and repair of general or special purpose material-handling equipment and their components.	MJ
SK	Firefighting Equipment and Components. Provide for the supply, maintenance and repair of general or special purpose firefighting equipment and their components.	MK
SL	Electrical Equipment and Components. Provide for the supply, maintenance and repair of general or special-purpose electrical equipment and their components.	ML
SM	Electronic Equipment and Components. Provide for the supply, maintenance and repair of general or special purpose electronic equipment and their components.	MM
SN	Housing and Office Appliance, Equipment and Furniture. Provide for the supply, maintenance and repair of government owned household appliances, furniture and furnishings, equipment, office-type furniture and office equipment, such as adding machines, calculators, reproduction equipment and typewriters. Includes specialty items associated with DoD schools programs.	MN
SO	Medical and Dental Supplies, Equipment and Components. Provide for the issue, maintenance and repair of medical and dental supplies, equipment, components and accessories.	MO

APPENDIX A (cont)

PART II

SUPPLY SUPPORT
CATEGORY CODEMAINTENANCE SUPPORT
CATEGORY CODE

SP	Missiles. Provide for the supply, maintenance and repair of missile systems and associated equipment. Includes mechanical, electronic and communication equipment that is an integral part of a missile system.	MP
SQ	Missile Equipment and Components. Provide for the supply, maintenance and repair of missile equipment and components when they are not an integral part of the missile system.	MQ
SR	Parachutes. Provide for the supply, maintenance and repair of parachutes.	MR
SS	Photographic Equipment and Components. Provide for the supply, maintenance and repair of equipment pertaining to photography, such as cameras, film cases, photo lights with stands and enlarging cameras.	MS
ST	Petroleum, Oils, Lubricants and Chemicals. Provide for the dispensing of fuel, oils, lubricants and chemicals. Also included is the maintenance and repair of the equipment used for the dispensing of the above mentioned fluids.	MT
SU	Railway Equipment and Components. Provide for the supply, maintenance and repair of locomotives, railway cars and cabooses. Includes electrical equipment for locomotives and cars, motors, generators, wiring and onboard communications and control equipment.	MU
SV	Ships and Vessels. Provide for the supply, maintenance and repair of ships and vessels, including when applicable, the armament, electronics, communications and any other equipment that are an integral part of the ships and vessels.	MV
SX	Life-Support Equipment. Provide for the supply, maintenance and repair of any equipment, either mechanical or manual or substance, designed to keep individuals alive.	MX

APPENDIX A (cont)

PART II

SUPPLY SUPPORT
CATEGORY CODEMAINTENANCE SUPPORT
CATEGORY CODE

SY Audiovisual Services. Provision of an audiovisual service or product. Includes equipment, products, facilities, personnel and procurement as they pertain to still and motion picture photography (including processing); television and audio recording; still motion picture, television and audio production; depositories; distribution; presentation systems; graphic arts, and training aids. Also includes training education of audiovisual personnel and supply, maintenance and repair of audiovisual equipment.

MY

SZ Industrial Plant Equipment. Provides for the supply, maintenance and repair of capital equipment, such as machine tools, test equipment, accessory and auxiliary items, used or capable of use in the manufacture of supplies or for any administrative or general plant purpose.

MZ

25 September 1991

CAL ARNGR 37-8

APPENDIX B SUPPORT AGREEMENT

SUPPORT AGREEMENT		1. DOCUMENT IDENTIFIER ("X" one)			
		<input checked="" type="checkbox"/> NEW		<input type="checkbox"/> REVIEW NO	
		<input type="checkbox"/> REVISION NO		<input type="checkbox"/> TERMINATION	
2. SUPPLIER (Name, Office Symbol & complete address)		2a. MAJOR COMMAND CODE		2b. SUBORDINATE COMMAND CODE	
Commander Sierra Army Depot ATTN: SDSSA-DRM Herlong, CA 96113-5300		W73QKK		W62G2W	
3. PRESENT AGREEMENT NUMBER		3a. SUPERSEDED AGREEMENT NUMBER		4. TERMINATION DATE (Month and Year)	
W62G2W-85220-003		N/A		0895	
5. RECEIVER (Name, Office Symbol & complete address)		5a. DODAAC/FEDSTRIP NUMBER			
USPFO for California ATTN: CAUS-DM P.O. Box 214405 Sacramento, CA 95821-0405 (132d Engr Bn)		W62M49			
6. GEOGRAPHICAL AREA OR COUNTRY CODE: 06		5b. MAJOR COMMAND CODE		5c. SUBORDINATE COMMAND CODE	
		W74VAE		W62M49	
6. SUPPORT AGREEMENT RESOURCE SUMMARY					
a. CATEGORY CODES	b. MAN YEARS		c. SUPPLIER		
	MILITARY	CIVILIAN	TOTAL	NON-REIMBURSEABLE	REIMBURSEABLE
AH	.0	.1	\$1,500	\$1,500	-0-
AI	.0	.1	1,710	1,710	-0-
AJ	.0	.0	477	477	-0-
AY	.0	.0	809	809	-0-
BP	.0	.0	1,000	-0-	\$1,000
BR	.0	.0	813	813	-0-
SI	.0	.0	200	-0-	200
ST	.0	.0	500	-0-	500
BC	.0	.0	450	450	-0-
TOTAL	.0	.2	\$7,459	\$5,759	\$1,700
6d. RECEIVER DATA (When applicable, provide similar data required in blocks 6a, b and c)					
N/A					
7. SAVINGS ACCRUED/COSTS INCURRED/MAN YEARS SAVED/EXPENDED TO FEDERAL GOVERNMENT					
7a. SAVINGS		7b. COSTS		7c. MAN YEARS SAVED	7d. MAN YEARS EXPENDED
\$93,189.00 FY:		FY:		FY:	FY:
8. FUNDING AND REIMBURSEMENT ARRANGEMENT (Include all details concerning billing/reimbursement procedures, funding limitations, and the appropriate "billing/submit thru" addresses. Also list those references which specifically apply to the type of organization being supported.)					
Reimbursable support provided to the 132d Engr Bn will be billed to the USPFO for California, ATTN: CAUS-BF, P.O. Box 8104, San Luis Obispo, CA 93403-8104, on a SF 1080 as appropriate.					
Shared Cost Avoidance: W62G2W = \$46,594/W62M49 = \$46,594					

DD FORM 1144
1 APR 78

PREVIOUS EDITIONS ARE OBSOLETE

PAGE OF PAGE(S)

APPENDIX B (cont)

<p>9. GENERAL PROVISIONS (Complete blank spaces): The following general provisions, as set forth in Chapter III, DOD 4000.19-M, apply to this agreement unless otherwise specified in "Remarks" block below:</p> <p>a. The Receiving Activity will provide the Supplying Activity projections of support required to accomplish its mission. Significant changes in the Receiving Activity function, mission or support requirements will be submitted by the Receiving Activity in a manner that will permit timely modification of resource requirements.</p> <p>b. It is the responsibility of each agency providing support under this agreement to bring any required or requested change in support to the attention of <u>USPFO ATTN: CAUS-DM</u> prior to providing/reducing unilaterally such additional/reduced support.</p> <p>c. Activities providing reimbursable support in this agreement will submit a monthly statement of costs to <u>Sierra AD ATTN: SDSSA-RFA</u> for preparation of billing document, SF 1080.</p> <p>d. Manpower required in support of this agreement which is subject to return to the lending activity upon termination of the agreement: <u>none</u> (Enter number or if no manpower is required, enter "None").</p> <p>e. All rates expressing the unit cost of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as Congressional legislation, DOD directives, commercial utility rate increases, etc. The receiver will be notified immediately of such rate changes.</p> <p>f. This agreement will be reviewed <u>annually</u> at least 120 days prior to the anniversary date. It may be revised at any time upon the mutual consent in writing of the parties concerned.</p> <p>g. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.</p> <p>h. In case of mobilization or other emergency, this agreement will remain in force within supplier's capabilities, subject to normal cancellation provisions and will be subject to review at that time. This agreement will not be terminated if such action impairs the combat mission of the receiving activity as determined by higher headquarters.</p>		
<p>10. REMARKS GENERAL PROVISIONS (Con't)</p> <p>i. Purpose: The mission of the California Army National Guard requires the positioning of various Engineer units on Sierra Army Depot. This agreement therefore, is to delineate the responsibilities of Sierra Army Depot and the California Army National Guard.</p> <p>j. Agreement: This agreement covers the usage of the facilities of Sierra Army Depot by the California Army National Guard. Sierra Army Depot retains jurisdiction over all areas, installations and facilities on or within the Military Reservation, but will make available for use by the California Army National Guard, pistol ranges, rifle ranges, machine gun ranges, ARTEP and bivouac areas. The California Army National Guard, through the Adjutant General's Office will maintain operational control of the portions of Sierra Army Depot firing ranges that are being utilized and will schedule all utilization of facilities by the National Guard units. The California Army National Guard in addition, will provide for the maintenance of the ranges, ARTEP and bivouac areas, repair of targets, police of the ARTEP and bivouac areas.</p> <p>k. Point of Contact for the USPFO is CPT Charlotte Hyatt, DSN 466-3083, or Commercial 916/854-3083.</p>		
<p>11. COMPTROLLER CONCURRENCE (Supplier Signature & Date)</p> <p>JOHN WAYNE, DRM</p>		<p>12. COMPTROLLER CONCURRENCE (Receiver Signature & Date)</p> <p>PHILIP C. KNIGHT, LTC, GS, CA ARNG</p>
<p>13. TYPED NAME AND ORGANIZATION OF SUPPLIER APPROVING AUTHORITY</p> <p>CHARLES BRONSON Colonel, CM, Commanding</p>	<p>13a. SIGNATURE</p>	<p>13b. DATE</p>
<p>14. TYPED NAME AND ORGANIZATION OF RECEIVER APPROVING AUTHORITY</p> <p>GERALD P. MINETTI, LTC, FA, CA ARNG Deputy USPFO for California</p>	<p>14a. SIGNATURE</p>	<p>14b. DATE</p>

APPENDIX B (cont)

ATTACHMENT OF SPECIFIC PROVISIONS
TO SUPPORT AGREEMENTANNEX IATTACHMENT OF SPECIFIC PROVISIONS

<u>CATEGORY OF SUPPORT</u>	<u>SUPPLIER WILL</u>	<u>RECEIVER WILL</u>
<u>AH - FIRE PROTECTION</u> (Non-Reimbursable)	Provide fire protection for barracks, dining facility, bivouac and training areas.	Advise fire department of any special requirements and comply with SIAD fire prevention and safety regulations.
<u>AI - POLICE PROTECTION</u> (Non-Reimbursable)	<ol style="list-style-type: none"> 1. Provide routine patrol coverage during non-duty hours. 2. Provide routine police support concerning thefts/damage to Government property. 3. Provide receiver with a copy of reports pertaining to violations, thefts, or attempted thefts of Army property. 	<ol style="list-style-type: none"> 1. Advise Depot Security Police of any special requirements. 2. Provide security police with unit roster of personnel to include rank, SSN, and Security Clearance. 3. Request Support.
<u>AJ - HOUSING/LODGING</u> (Non-Reimbursable)	When not being utilized by reserve components conducting annual training, Bldg T-58 will be used to support the 132nd Engineering Bn.	<ol style="list-style-type: none"> 1. Ensure cleanliness and police of barracks. 2. Contact Reserve Coordinator, SIAD, 30 days in advance of intention to utilize facilities,
<u>AY - ADMINISTRATIVE SERVICE</u> (Non-Reimbursable)	Provide all depot regulations concerning security, safety, equipment maintenance, uniform regulations, crime prevention, aircraft operations branch SOP, and range utilization.	Comply with all base and Army regulations while conducting training on Sierra Army Depot.
<u>BC - COMMUNICATIONS</u> (Non-Reimbursable)	Furnish normal communications. Will install Class C phones, 1 ea, in Bldg T-365 and T-58. Provide operator assistance for all AUTOVON and Class A access upon verification that the call is in the conduct of official government business.	Call switchboard operator to access AUTOVON and Class A service for official government business.
<u>BP - AIRFIELD OPERATIONS</u>	Will allow limited fixed wing/rotary wing operations in conjunction with properly approved and scheduled exercises.	<ol style="list-style-type: none"> 1. Will notify and schedule fixed wing/rotary wing operations in the maneuver area with Chief, Aviation Division, SDSSI-AIR, Comm: 827-4181.

25 September 1991

APPENDIX B (cont)

ANNEX I - ATTACHMENT OF SPECIFIC PROVISIONS (continued)CATEGORY OF SUPPORTSUPPLIER WILLRECEIVER WILLBP - AIRFIELD
OPERATIONS (Cont'd)

2. Will comply with normal operational requirements, VFR and IFR supplements and SIAD Air Operations SOP where appropriate.

3. Reimburse Air Operations for aviation fuels and lubricants used, utilizing DD Form 1898.

BR - TRAINING
(Non-Reimbursable)

1. Provide an EOD representative for all demolition training conducted on demolition grounds.

2. Provide a track vehicle training area, approximately 2 square miles, in the SE corner of the Depot boundary fence, vicinity of Bldg T-365 and a driving strip approximately 5 miles long, north of the 2 square mile area between safety boundary and depot boundary fence for ARTEP training except when being used for AFCONAC training (4 weeks/yr).

1. Coordinate with CDR, 34th EOD through Depot Reserve Component Office, for EOD support and use of demolition ranges.

2. Maintain cleanliness and upkeep of the area. Use of area will be coordinated through the Reserve Coordinator's Office (SIAD). Road will be used for road marches of track vehicles and user will clean all sand-blown areas. Any asphalt road damage will be corrected at receiver expense.

3. Contact Director of Engineering and Housing and Maintenance and Equipment Operations Division prior to any excavation work or the operation tracked vehicle not within the limits designated as the training/ bivouac area

SI - EQUIPMENT
AUTHORIZATION
(Non-Reimbursable)

While available, provide two graders and one backhoe, through Maintenance and Equipment Operations Division for engineering projects.

Provide Maintenance and Equipment Operations Division a two week advance request for use of equipment and provide qualified, licensed operators for use of equipment.

ST - PETROLEUM, OIL
AND LUBRICANTS
(Reimbursable)

Provide receiver with POL requirements upon advance notification.

Notify Supplier in advance of POL requirements. Provide supplier with DA Form 2544, allocating monies for reimbursement of all POL used.

APPENDIX B (cont)

COST COMPARISON
FOR SUPPORT AGREEMENT

AH - Fire Protection (Nonreimbursable)	DIY	NVO	
	CO	\$10,000	
	ISA	-0-	\$10,000
AI - Police Protection (Nonreimbursable)	DIY	NVO	
	CO	\$10,000	
	ISA	-0-	\$10,000
AJ - Housing/Lodging (Nonreimbursable)	DIY	NVO	
	CO	\$51,539	
	ISA	-0-	\$51,539
AY - Administrative Svc (Nonreimbursable)	DIY	NVO	
	CO	NVO	
	ISA	-0-	-0-
BC - Communications (Nonreimbursable)	DIY	NVO	
	CO	\$1,400	
	ISA	-0-	\$ 1,400
BP - Airfield Operations (Reimbursable)	DIY	NVO	
	CO	\$12,000	
	ISA	1,000	\$11,000
BR - Training (Nonreimbursable)	DIY	NVO	
	CO	\$1,200	
	ISA	-0-	\$ 1,200
SI - Equipment Loans (Reimbursable)	DIY	NVO	
	CO	\$7,850	
	ISA	200	\$ 7,650
ST - Petroleum, Oils, and Lubricants (Reimbursable)	DIY	NVO	
	CO	\$900	
	ISA	500	\$ 400
			SAVINGS = \$93,189

KEY

DIY - Do It Yourself
CO - Contract Out
ISA - Interservice Support Agreement
NVO - Not Viable Option

25 September 1991

APPENDIX B (cont)
LETTER OF REQUIREMENTS

EEEE-NG-R

MEMORANDUM FOR Commander, Sierra Army Depot, Herlong, CA 96113-5000

SUBJECT: Letter of Requirements for Intraservice Support

1. Reference DoD 4000.19R (Defense Regional Interservice Support (DRIS) Regulation) Mar 84.
2. Request utilization of your facility for training during our "drill" weekends, which are once a month. The close proximity of your facility to our headquarters is very conducive to the economy and efficiency of this unit in conducting training. It greatly reduces travel time, which accomplishes both increased time for training, and a cost savings of fuel usage and equipment relocation.
3. In accordance with above reference, I am requesting the following support:
 - a. Training area to conduct field exercises.
 - b. Open-bay barracks for billeting.
 - c. Communication lines - two Class C telephones for AUTOVON and Class A access.
 - d. Airfield operations for fixed/rotary wing aircraft.
 - e. Equipment loan of two graders and one backhoe.
 - f. Fuel, both Mogas and DF2.
4. Point of contact is SSG Digger, DSN 466-6666.

P.M. STRUCTURES
LTC, EN, CA ARNG
Commanding

CF:
CAUS-DM

APPENDIX C

COMPUTATION WORKSHEET FOR COST ESTIMATES

COMPUTATION OF SUPPORT AGREEMENT COST ESTIMATES

ISSA# _____

1. MANYEARS	Mil	Civ
Labor Hours () + 2087 = Manyears.	_____	_____
2. AMOUNT FUNDED BY DIRECT CITE (IF APPLICABLE).	_____	_____
3. TOTAL OF NONREIMBURSABLE COSTS (IF ANY).	_____	_____
4. REIMBURSABLE COST:		
a. LABOR COST		
Labor Hrs () x Labor Rate () = Labor Cost.	_____	_____
b. TRAVEL COST	_____	_____
c. SUPPLY COST (See reverse for code identification).		
AA _____ AB _____ AC _____ AD _____		
AE _____ AF _____ AG _____ AH _____		
AI _____ AJ _____ AK _____ AL _____		
AM _____ AN _____ AO _____ AP _____		
AQ _____ AR _____ AS _____ AT _____		
AU _____ AV _____ AW _____ AX _____		
AY _____ AZ _____ BA _____ BB _____		
BC _____ BD _____ BE _____ BF _____		
BG _____ BH _____ BI _____ BJ _____		
BK _____ BL _____ BM _____ BN _____		
BO _____ BP _____ BQ _____ BR _____		
BS _____ BT _____ BU _____ BV _____		
BW _____ BX _____ BY _____ SA/MA _____		
SB/MB _____ SC/MC _____ SD/MD _____ SE/ME _____		
SF/MF _____ SG/MG _____ SH/MH _____ SI/MI _____		
SJ/MJ _____ SK/MK _____ SL/ML _____ SM/MM _____		
SN/MN _____ SO/NO _____ SP/MP _____ SQ/MQ _____		
SR/MR _____ SS/MS _____ ST/MT _____ SU/MU _____		
SV/MV _____ SX/MX _____ SY/MY _____ SZ/MZ _____		
Sub Total= _____ + _____ + _____ + _____ = _____		
d. OTHER COST (i.e. contractual - Explain by separate attachment)	_____	_____
e. TOTAL	_____	_____
5. PREPARED BY:		
(print name)	(signature)	(date)

APPENDIX C (cont)

INT SERVICE SUPPORT AGREEMENT

#

SUPPORT CATEGORY CODESADMINISTRATIVE SUPPORT

AA COMPUTER & DATA PROCESSING
 AB FINANCE & ACCOUNTING
 AC CIVILIAN PERSONNEL SERVICES
 AD LEGAL
 AE MAIL PICKUP & DELIVERY
 AF CUSTODIAL
 AG PURCHASING/CONTRACTING
 AH FIRE PROTECTION
 AI POLICE SERVICES
 AJ HOUSING/LODGING
 AK LAUNDRY/DRY CLEANING
 AL HEALTH SERVICES
 AM FOOD SERVICE
 AN STORAGE/WAREHOUSING
 AO TRANSPORTATION
 AP UTILITIES
 AQ MORTUARY SERVICES
 AR STEVEDORING
 AS CALIBRATION OF PRECISION
 INSTRUMENTS
 AT TERMINAL OPERATIONS
 AU ADMINISTRATIVE OFFICE SPACE
 AV EDUCATION SERVICES
 AW REAL PROPERTY MAINTENANCE
 AX DISPOSAL SERVICES
 AY ADMINISTRATIVE SERVICES
 AZ INFORMATION SERVICES
 BA CHAPLAIN/RELIGIOUS SERVICES
 BB SAFETY
 BC COMMUNICATION SERVICES
 BD COMMUNITY SERVICES
 BE LOGISTIC AIR SUPPORT
 BF MILITARY PERSONNEL SERVICES
 BG SOCIAL ACTIONS
 BH SEARCH AND RESCUE
 BI TEST & EVALUATION
 BJ WEATHER SERVICE
 BK AERIAL PHOTOGRAPHY
 BL GEODETIC SUPPORT
 BM ENTOMOLOGY SERVICES
 BN ICE & SNOW REMOVAL
 BO ENVIRONMENTAL QUALITY CONTROL
 BP AIRFIELD OPERATION
 BQ MICROGRAPHIC SERVICES
 BR TRAINING
 BS SUBSISTENCE

ADMINISTRATIVE SUPPORT - CONTINUED

BT REAL PROPERTY RENTALS
 BU EXPENDABLE & GENERAL SUPPLIES
 BV PRINTING & REPRODUCTION
 BW DISASTER PREPAREDNESS
 BX SPECIALIZED INFORMATION/SERVICES
 ACQUISITION
 BY OCCUPATIONAL/INDUSTRIAL HEALTH SERVICES

SUPPLY & MAINTENANCE SUPPORTSUPPLYMAINTENANCE

SA AIRCRAFT	MA
SB AIRCRAFT ENGINES	MB
SC AMMUNITION	MC
SD ORDNANCE EQUIPMENT & COMPONENTS	MD
SE CLOTHING & TEXTILES	ME
SF COMMUNICATION EQUIPMENT & COMPONENTS	MF
SG VEHICLES - COMMERCIAL & MILITARY	MG
SH VEHICULAR EQUIPMENT & COMPONENTS	MH
SI CONSTRUCTION EQUIPMENT & COMPONENTS	MI
SJ MATERIALS HANDLING EQUIPMENT & COMPONENTS	MJ
SK FIRE FIGHTING EQUIPMENT & COMPONENTS	MK
SL ELECTRICAL EQUIPMENT & COMPONENTS	ML
SM ELECTRONIC EQUIPMENT & COMPONENTS	MM
SN HOUSING & OFFICE APPLIANCES, EQUIPMENT & FURNITURE	MN
SO MEDICAL/DENTAL EQUIPMENT & COMPONENTS	MO
SP MISSILES	MP
SQ MISSILE EQUIPMENT & COMPONENTS	MQ
SR PARACHUTES	MR
SS PHOTOGRAPHIC EQUIPMENT & COMPONENTS	MS
ST PETROLEUM, OILS, LUBRICANTS & CHEMICALS	MT
SU RAILWAY EQUIPMENT & COMPONENTS	MU
SV SHIPS & VESSELS	MV
SX LIFE SUPPORT EQUIPMENT	MX
SY AUDIOVISUAL SERVICES	MY
SZ INDUSTRIAL PLANT EQUIPMENT	MZ

Source: Defense Retail Interservice Support (DRIS)

DoD 4000.19-R, March 1984

25 September 1991

CAL ARNGR 37-8

APPENDIX D
LETTER OF AUTHORITY



REPLY TO
ATTENTION OF

DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
OFFICE OF THE UNITED STATES PROPERTY AND FISCAL OFFICER, CALIFORNIA
P.O. BOX 8104, SAN LUIS OBISPO, CALIFORNIA 93403-8104

CAUS-SA

1 October 1990

MEMORANDUM FOR Commander, USAFA Center, Fort Sill, ATTN:
ATZR-RP, Fort Sill, OK 73503-3026

SUBJECT: Letter of Authority (LOA 89-0069)

1. This memorandum authorizes the procurement of class I MREs (Fund Cite 2192060 18-1004 P1A71.1300 (26EB) WTSKAA S04376LOA0069/LGO S04376) in the amount of \$850.

2. The following information is furnished for requisitioning and billing purposes:

a. Funding Installation: USAFA Center, Fort Sill, ATTN:
ATZR-RP, Fort Sill, OK 73503-3026

b. Unit being funded: Units of the Division Artillery, Los Angeles, CA. Point of contact is SGT Tristan at 213/447-8591/8592.

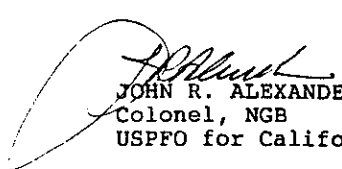
c. Bill to Address: USPFO for California
ATTN: CAUS-BF-R (AV 878-9327)
P.O. Box 8104
San Luis Obispo, CA 93403-8104

d. Unit DODAAC: W62SJQ

e. Ref No: LOA 89-0069

f. Period of time: 10-24 Jun 89 AT-89 MOS qualification course in Pasadena.

3. Point of contact at the USPFO is CPT Charlotte Hyatt, AV 466-3492 or commercial 916-973-3492.


JOHN R. ALEXANDER
Colonel, NGB
USPFO for California

CF:
CPT Rice and Nancy, Fort Sill (ATZR-Y/ATZR-RP)
SGT Tristan, 40th DIVARTY

25 September 1991

CAL ARNGR 37-8

APPENDIX E

MILITARY INTERDEPARTMENTAL PURCHASE REQUEST

MILITARY INTERDEPARTMENTAL PURCHASE REQUEST						PAGE 1 OF 1 PAGES	
2. PSC	3. CONTROL SYMBOL NO.	4. DATE PREPARED	5. MIPR NUMBER	6. AMEND NO.			
		1 April 1991		ORIG			
7. TO: Commander, Sierra Army Depot ATTN: Comptroller Office Hertlong, CA 96113-5300			8. FROM: (Agency, name, telephone number of originator) USPFO for California ATTN: CAUS-BF-R (DSN 878-9327) P.O. Box 8104 San Luis Obispo, CA 93403-8104				
9. ITEMS <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT INCLUDED IN THE INTERSERVICE SUPPLY SUPPORT PROGRAM AND REQUIRED INTERSERVICE SCREENING <input type="checkbox"/> HAS <input type="checkbox"/> HAS NOT BEEN ACCOMPLISHED.							
ITEM NO.	DESCRIPTION (Federal stock number, nomenclature, specification and/or drawing No., etc.)	QTY.	UNIT	ESTIMATED UNIT PRICE	ESTIMATED TOTAL PRICE		
1	REF: ISA# W62G2W-85220-003. Funding is provided to support 132d Engr Bn (WTSBAA) during FY 91 as follows: Airfield Operations Equipment Loans Fuel	515	g1	.97	\$1,000 200 500		
2	Obligations incurred pursuant to this authority WILL NOT exceed the amount cited in block 11 without PRIOR APPROVAL of the issuer.						
3	Submit SF 1080 WITH BACKUP DOCUMENTATION, to the address in block 8 (cite MIPR number from block 5).						
4	Request two (2) accepted copies of this document be returned to this office (block 8).						
5	POC at CA ARNG is POC at Sierra AD is						
6	Fund Manager (FM) approval CF: (Fund Manager) (CA ARNG Unit)						
10. SEE ATTACHED PAGES FOR DELIVERY SCHEDULES, PRESERVATION AND PACKAGING INSTRUCTIONS, SHIPPING INSTRUCTIONS AND INSTRUCTIONS FOR DISTRIBUTION OF CONTRACTS AND RELATED DOCUMENTS.						11. GRAND TOTAL	
12. TRANSPORTATION ALLOTMENT (Use if FOS Contractor's plant)						13. MAIL INVOICES TO (Payment will be made by)	
						Block 8	
14. FUNDS FOR PROCUREMENT ARE PROPERLY CHARGEABLE TO THE ALLOTMENTS SET FORTH BELOW. THE AVAILABLE BALANCES OF WHICH ARE SUFFICIENT TO COVER THE ESTIMATED TOTAL PRICE.							
ACRN	APPROPRIATION	UNIV	SUPPLEMENTAL ACCOUNTING CLASSIFICATION			ACRN	AMOUNT
15. AUTHORIZING OFFICER (Type name and title)						16. SIGNATURE	
						17. DATE	

DD FORM 1 JUN 75 448 PREVIOUS EDITION IS OBSOLETE.

"REQUIRED REMARKS"

CAL ARNGR 37-8

25 September 1991

(CAUS)

BY ORDER OF THE GOVERNOR:

OFFICIAL
STATE OF CALIFORNIA
OFFICIAL
COPY
JOHN D. TYRRELL
LTC (CA), FA, CAL ARNG
Director, Office of Administration

ROBERT C. THRASHER
Major General
The Adjutant General

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